

**193E—23.6(543B) Financial management.**

**23.6(1) *Financial documents.*** The grantee shall follow generally accepted accounting principles for financial records and procedures established.

**23.6(2) *Financial reporting.*** Within 90 days of the expiration or termination of a grant, the recipient shall submit to the committee a full disclosure of the status of grant expenditures compared to budgeted amounts on a line item basis. Expenditures shall be reported on a line item basis, and any expenditure exceeding 5 percent of the line item will require the grantee to submit an amended application to the committee for approval. This approval must accompany the close-out report to justify any positive 5 percent deviation.

**23.6(3) *Retention of records.*** All financial and program records, supporting documents, statistical records, and other records of the grantee which are relevant to this rule shall be maintained for three years from the starting date of the grant agreement. This time period will be extended if any litigation, claim, negotiation, audit, investigation, or other action involving the records is initiated before the end of the three-year period. The extension will be for one year past the completion of all actions and the resolution of all issues which resulted in the extension of the period.

**23.6(4) *Access to records.*** The records required by this rule shall be accessible to the committee, the auditor of state, or their designees for the retention period established in this rule.